North Central Regional Transit District
Board Meeting
Friday, January 8, 2016
Santa Fe Community Convention Center
Santa Fe, New Mexico
9:00 a.m. - 1:00 p.m.

CALL TO ORDER:

A regular meeting of the North Central Regional Transit District Board was called to order on the above date by Mayor Daniel Barrone, Chair, at 9:35 a.m. at the Santa Fe Community Convention Center, Santa Fe, New Mexico.

1. **Pledge of Allegiance**

2. **Moment of Silence**

3. **Roll Call**

Ms. Trujillo called the roll and it indicated the presence of a quorum as follows:

Members Present:	**Elected Members**	**Alternate Designees**
Los Alamos County	*Councilor Pete Sheehey*	
Rio Arriba County	Absent	
Taos County	*Commissioner Jim Fambro*	
Town of Taos	*Mayor Daniel Barrone*	
Santa Fe County	*Commissioner Miguel Chávez*	
Nambé Pueblo	Absent	
Ohkay Owingeh	Absent	
Pojoaque Pueblo	*Councilman James Rivera*	*Anna Sanchez*
Santa Clara Pueblo	Absent	

City of Santa Fe	*Councilor Patti Bushee (telephonically)*	*Mr. Jon Bulthuis*
San Ildefonso Pueblo		*Ms. Lillian Garcia (telephonically)*
Tesuque Pueblo	*Fmr Gov Charles Dorame*	
City of Española	Absent	
Town of Edgewood	Absent	
Rio Metro (ex officio)	Absent	

Staff Members Present
Mr. Anthony J. Mortillaro, Executive Director
Ms. Stacey McGuire, Planning, Projects and Grants Manager
Mr. Jim Nagle, Public Information Officer
Mr. Troy Bingham, Finance Director
Ms. Jackie Trujillo, Executive Assistant
Mr. Mike Kelly, Operations Director

Others Present
Mr. Peter Dwyer, Legal Counsel
Mr. Carl Boaz, Stenographer
Mr. Ray Matthews, Santa Fe County
Mrs. Tessa Jo Mascareñas, Santa Fe County

4. INTRODUCTIONS

Those present introduced themselves to the group.

5. APPROVAL OF AGENDA

Chair Barrone announced that Item A, presentation of the CAFR, is removed from the agenda.

Commissioner Chávez moved to approve the Agenda as amended with Item A removed. Commissioner Fambro seconded the motion and it passed by unanimous (8-0) roll call vote with Los Alamos County, Pojoaque Pueblo, City of Santa Fe, Santa Fe County, San Ildefonso Pueblo, Taos County, Town of Taos and Tesuque Pueblo voting in favor and none voting against.

Commissioner Chávez asked when the CAFR will be presented to the Board.

Mr. Bingham said it would probably be approved for public review next week so it could be acted on at the February Board meeting.

6. APPROVAL OF MINUTES – December 4, 2015

Councilor Sheehey requested a correction on the list of people who attended the meeting. Philo Shelton should have been listed as the alternate in attendance.

Councilor Sheehey moved to approve the minutes of December 4, 2015 as amended. Mr. Bulthuis seconded the motion and it passed by majority (6-0) roll call vote with Los Alamos County, Pojoaque Pueblo, City of Santa Fe, Santa Fe County, San Ildefonso Pueblo, Town of Taos voting in favor; Taos County and Tesuque Pueblo abstaining and none against.

7. PUBLIC COMMENTS

There were no public comments.

PRESENTATION ITEMS:

There were no presentation items.

ACTION ITEMS:

A. Presentation of FY 2015 Comprehensive Annual Financial Report with Auditor's Opinions

This item was removed from the agenda under Approval of Agenda.

B. Re-adoption to correct Resolution 2015-31 from the December 4, 2015 Board Meeting to Resolution 2015-33 Open Meeting Act for 2016

Mr. Mortillaro explained why it needed to be corrected.

Chair Barrone moved to approve Resolution 2015-33, Open Meeting Act for 2016. Commissioner Chávez seconded the motion and it passed by majority (7-0) roll call vote with Los Alamos County, Pojoaque Pueblo, City of Santa Fe, Santa Fe County, San Ildefonso Pueblo, Taos County, and Town of Taos voting in favor and Tesuque Pueblo abstaining and none against.

C. Resolution 2016-01 establishing the NCRTD's 2016 Legislative Agenda

Mr. Mortillaro presented the 2016 legislative agenda. The District will be supporting the NMTA bill for creation of transit funding. They proposed it last time and it was adopted on the agenda this year also.

On the federal agenda, a new multi-year transportation act is being introduced this year. There is funding for it but he was not sure all of it is legitimate funding.

The requests this year are for capital outlay for fleet vehicles and for the maintenance facility. The requests have to be on the ICIP in order to be considered for funding. He is now looking for sponsors. The RTD has been successful in the past few years for bus acquisition.

Commissioner Chávez asked if there will be a day at the legislature this year.

Mr. Mortillaro said Transit Day at the Capitol is done with Rio Metro and all NMTA members are invited to participate. The District is also a sponsor for the Santa Fé Chamber of Commerce legislative reception and, along with the Railrunner and Santa Fé Trails, sponsor a table at it.

Commissioner Fambro asked when Transit Day is.

Mr. Nagle said he would get the date and get it to him.

Councilman Rivera asked who the lobbyist is.

Mr. Mortillaro said it is J D Bullington for the New Mexico Transit Association and Scott Scanland for the NCRTD.

Councilman Rivera asked if the funding from GRT comes directly to NCRTD.

Mr. Mortillaro agreed.

Councilman Rivera said he would like to see the ICIP to see what the request looks like.

Mr. Mortillaro said the capital request was just sent in this year. It has $524,000 for replacement of fleet vehicles and the maintenance facility request is about $530,000. He would email those details to Councilman Rivera. Normally, what the District has done for contributions such as last year was $117,000. That either allows the District to purchase a bus or to use them as matching funds for acquisitions.

Councilman Rivera asked what the request amount last year was.

Mr. Mortillaro said it was very similar last year. We ask for as much as they need in order to get something.

Gov. Dorame had a concern with the legislature transferring money from one agency to another. He pointed out that the tribes get impacted with money in legislation. It happened last year when money allocated to TIF was transferred to the Water Trust Board. This is just one example.

Councilor Sheehey supported the legislation priorities and the need for stable funding at state and federal levels. Legislators have been unwilling to concede but some have considered but not pushed at the state and federal level for an increase in the gasoline tax. The gasoline tax does support what we do but that money has been the same for many years. An increase in gas tax is appropriate for a stable funding. He clarified that he was not pushing to say that in the District's agenda this year but next year we may want to take it up. As an individual, his opinion is that the gas tax should increase proportionate to inflation.

He said he makes sure that he says that NCRTD and Los Alamos County continue supporting stable funding for transit and roads. Any tax increase is controversial but this has worked in the past and should for the future.

Commissioner Chávez noted that the Santa Fe City Council has made an effort for an increase for the city through gas tax. He thought it would be appropriate to raise the issue for this session. One of our senators might be willing to start that discussion.

Secondly, on the list or priorities, one that jumped out for him was to oppose any decrease of GRT for the NCRTD.

Mr. Mortillaro said that is the hold harmless part.

Commissioner Chávez asked what $500,000 would cover in the maintenance facility costs.

Mr. Mortillaro said it would just cover the final design costs. The construction would cost about $6.1 million.

Ms. McGuire added one caveat. That was the price in 2013 so it might be some increase from then.

Commissioner Chávez thought the industry standards might jump up too.

Ms. McGuire estimated the cost might be $6.8 million to $7.5 million now.

Mr. Mortillaro said the District has applied for federal Tiger funds for several years and eventually that will have to be discussed by the Board if we can get the GRT sunset lifted. Then we could go after bond funding long term. We can't issue bonds until the sunset is lifted. We need to assess the public's willingness to lift the sunset. Until we get that voter data, we are not pursuing it. The District is working on contracting with pollsters to determine public response. We might have to do a lot more educating first.

Councilman Rivera said the potential of increasing state budgets and the road fund for New Mexico through increases in gas tax has always been talked about but never pursued enough to take action. We and other transit agencies have an impact with ridership to take cars off the road.

Councilor Bushee joined on the bridge at 10:05.

Councilman Rivera said we need to show the numbers from when we first started and how ridership has increased. Our presentation would justify the need because no one has taken action.

Mr. Mortillaro said the District was on the bill last year for severance funding and also for transportation funding. It had a mandate to include a 3% carve out for public transit and it mentioned the RTDs. It would raise gas taxes to fund the legislation. Philosophically it was opposed for how transportation is done in New Mexico, either raise taxes or severance bond funding. He wasn't sure the Legislature would agree on a method for funding.

Councilor Sheehey suggested each of us approach our legislators and individually express support for an increase in gas tax. Then we can begin to build a consensus for the tax. In advocating for an increase, this year will not change but we can begin to get our legislators to see it as a good approach. Then next year, we can get a bigger number and perhaps get it done.

Mr. Bulthuis thanked Mr. Mortillaro as President of the New Mexico Transit Association. The lobbyists and others have guided us to keep the issue alive without choosing the funding method yet. He agreed we have to reach out to them to meet the need. It can result in a bipartisan agreement that we need to do something. It is always useful to let them know it isn't just roads but also transit that needs support. Whatever the carve out is 3% or 5% is a boon to transit in New Mexico. We have a meeting coming up later in January and it might be helpful to have Mr. Mortillaro on the agenda to address this issue and get some legislation passed for additional funding.

Mr. Bulthuis departed as Councilor Bushee was now the voting member for City of Santa Fe at 10:13.

Commissioner Chávez wondered if the New Mexico Municipal League and Association of Counties could be engaged for it also. That is where the nonpartisan component comes in and focuses on the statewide need.

Commissioner Chávez supported the two top priorities: fleet replacement and formal design of the Maintenance Facility and the GRT piece to make sure nothing will impact operations on that side.

Mr. Mortillaro asked the Board to approve the entire list.

Commissioner Chávez moved to approve Resolution 2016-01 establishing the NCRTD's 2016 Legislative Agenda. Councilor Sheehey seconded the motion and it passed by unanimous (8-0) roll call vote with Los Alamos County, Pojoaque Pueblo, City of Santa Fe, Santa Fe County, San Ildefonso Pueblo, Taos County, Town of Taos and Tesuque Pueblo voting in favor and none against.

Gov. Dorame asked if we can get Scott Scanland at the next meeting.

Mr. Mortillaro agreed.

D. Resolution No. 2016-02 Annual Inventory Certification

Mr. Bingham said this specific resolution provides the full inventory although not all of it is funded by state funds. Page 3 has those. There are only two buses that were purchased by state outlay.

There were no questions from the Board.

Commissioner Fambro moved to approve Resolution No. 2016-02 Annual Inventory Certification. Commissioner Chávez seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Pojoaque Pueblo, City of Santa Fe, Santa Fe County, San Ildefonso Pueblo, Taos County, Town of Taos and Tesuque Pueblo voting in favor and none against.

E. Resolution 2016-03 Amending Resolution 2015-27 Providing for Adoption of Fare-Free Weekday Non-premium Fixed Route and Flex Paratransit (Up to 3/4th of a Mile from a Fixed Route) and for Premium Fare Service Parameters

Mr. Mortillaro explained the service.

Commissioner Fambro moved to approve Resolution 2016-03 Amending Resolution 2015-27 Providing for Adoption of Fare-Free Weekday Non-premium Fixed Route and Flex Paratransit (Up to 3/4th of a Mile from a Fixed Route) and for Premium Fare Service Parameters. Commissioner Chávez seconded the motion.

Councilor Sheehey asked if the District is able to do this because it is a local service so the District is able to spend 5311 funds.

Mr. Mortillaro said it is because it is a project that has received 5311 funds but the state has decided that any fare collected would be deducted from a 5311 allocation dollar for dollar.

Councilor Sheehey asked if that is a state policy decision.

Mr. Mortillaro said he would do more research on that.

Councilor Sheehey understood the need to build up rural transit. In this situation, a lot of people are happy about it. In searching for other revenues, this is strange not to help us. We need to pursue that further.

Commissioner Chávez asked, even though this mechanism would result in a decrease dollar for dollar, whether the Taos Ski Valley is helping to subsidize the costs of this service.

Mr. Mortillaro said not the Ski Valley but the Village is helping. He explained that those funds are not reduced by the 5311 funds because it is not fare revenue. It goes into the costs associated with that route cost.

The motion to approve the resolution passed by unanimous (8-0) roll call vote with Los Alamos County, Pojoaque Pueblo, City of Santa Fe, Santa Fe County, San Ildefonso Pueblo, Taos County, Town of Taos and Tesuque Pueblo voting in favor and none against.

F. Discussion and Consideration of Resolution 2016-04 - Which Incorporates and Supersedes Resolution 2009-13 By Defining Standard and Practices for the Implementation of New Service Routes, Service Change Prioritization, Bus Stop Location Selection Criteria, and Route Service Level Designation

Ms. McGuire clarified that this resolution did not get approved at the last meeting because a quorum was lost. She explained that frequently new routes are requested or changes to a route are requested. Staff seeks Board direction in these issues and the plan in this resolution describes the modifications to the service schedule, criteria for stops and route service designations. The objective is to be consistent and have everything in black and white and also be cost effective in accomplishing the District mission. And there is also an overarching concern to comply with federal and state guidelines.

This request for service changes are brought to the Board in writing and the Board directs Staff how to follow up, usually with a needs assessment to be sure that everything is fully assessed so it can be a good decision. We also consider them in light of the 5-year service plan and recently adopted Long Range Plan with the bigger picture and how to move into the future.

Individual requests are received separately from that. The request from Jicarilla Apache was made right after adoption of the 5-year plan and we seek how to incorporate that into the plan and how to best approach other requests like that.

Regarding the bus stops criteria, we have to be mindful of our NMDOT agreement. We give our transit perspective and DOT gives their safety perspective. The stops must be ADA compliant and provide connectivity of routes. The District is growing and system modifications need to be considered in the context of existing service and route designations.

Commissioner Fambro pointed out that the Taos Express meshes with Road Runner to Albuquerque Sunport.

Commissioner Chávez asked if a feature is related to the fare level.

Ms. McGuire said no. A route could be express without a fare or with a fare. The Taos Express does have a fare. But express relates to number of stops used in the route. It is almost about speed of the route.

Staff recommends the new and modified service that they be evaluated and implemented on an operational feasibility by assessing safety and ADA concerns and interconnectivity with other forms of transportation. We are also looking for community support for them. It is also about costs; whether it can be incorporated into the existing budget and identifying viable funding sources. We are looking to diversify

our funding base and the overall need must be assessed.

Service changes must be prioritized and reviewed in light of the District's 5-year and LRP. The RTD has done a lot of growing and is now pulling together different requests to maximize ridership.

Staff recommends the various service levels in these three categories.

Commissioner Chávez asked how Ms. McGuire arrived at that matrix of 50-80% for limited routes, for instance.

Ms. McGuire said she used the federal guidelines. It is a work in progress right now but is a good step for the District as it grows. We have not reached the federal threshold for those standards yet.

Commissioner Chávez commented that some of this has been trial and error but it also takes direction from ridership like the two temporary routes that were pulled back when adequate numbers were not there. We can track these things as we go forward and consider future expansion or changes.

Ms. McGuire agreed. We are trying to outline it as best we can in order to maximize ridership. To meet the demand on ski shuttle bus, a second bus is used so we would not leave people behind or as few as possible.

She went through some highlights on the changes that are shown in the packet. Page 31 is the resolution and the changes start on page 32. She read some of them to the Board.

Commissioner Chávez moved to approve Resolution 2016-04 - Which Incorporates and Supersedes Resolution 2009-13 By Defining Standard and Practices for the Implementation of New Service Routes, Service Change Prioritization, Bus Stop Location Selection Criteria, and Route Service Level Designation. Chair Barrone seconded the motion and it passed by unanimous (8) roll call vote with Los Alamos County, Pojoaque Pueblo, City of Santa Fe, Santa Fe County, San Ildefonso Pueblo, Taos County, Town of Taos and Tesuque Pueblo voting in favor and none against.

G. Follow up Discussion on the Six-Month Assessment of System-wide Route Modifications and Final Consideration of Resolution No. 2016-05 Adopting System Modifications

Mr. Mortillaro reminded the Board that this item was previously presented and the Board requested a public hearing on it for two of the routes.

Ms. McGuire reported that public meetings were held. One was held at the Legal Conference Room at Santa Fé County Administration Building with one individual present from Madrid who gave support. He is not a rider but wanted to make sure it was not negatively impacted for the service. Ray Matthews also attended. Four people responded on the web site regarding Golden but did not object to the proposal. Another was positive to Madrid service. Last week we got a comment related to Edgewood mid-day service

who did support the mid-day service but uses only the morning and night service.

Page 36 listed the entire 13 changes made in October. Staff recommended that the Turquoise Trail and Wednesday extension to Golden be eliminated. It was well advertised. Staff also recommended the elimination of midday to Edgewood Eldorado and Golden. She described the savings and went over the budget changes.

Commissioner Chávez thanked Staff. It was educational and worthwhile. Adjusting the routes to meet actual need is important. There might be some misunderstanding but the District tried and some didn't work. However, overall, it was a good exercise.

Commissioner Chávez moved to approve Resolution No. 2016-05 Adopting System Modifications as presented/Commissioner Fambro seconded the motion.

Ms. McGuire noted a correction on page 36 where the resolution number should be 2016-05.

Commissioner Chávez said it should also be corrected on page 38.

The motion to approve passed by unanimous (8) roll call vote with Los Alamos County, Pojoaque Pueblo, City of Santa Fe, Santa Fe County, San Ildefonso Pueblo, Taos County, Town of Taos and Tesuque Pueblo voting in favor and none against.

H. Sustainability Plan FY 15 Goals and Metrics Annual Report

Mr. Kelly gave the details of the goals and achievements of the District for FY 15. Achievements included exploration of propane injection for cost savings and reduction of CO_2, qualifying for Energy Star benefits. (83%), and recycling by using the Los Alamos recycling program. He read aloud the entire section on pages 41-42.

Councilor Bushee asked about CFL or LED lighting.

Mr. Kelly said they haven't explored that yet, but in the Energy Star program, they will be looking into it.

Councilor Sheehey noted that right now, natural gas and LP gas are at a very low price but world prices can fluctuate rapidly. In the long run, we may see the price go up. All alternative fuels do have the desired effect of reduction of CO_2 and cleaner burning than other pollutants so the cost to the environment will continue to be enhanced. They all have benefits. They are more efficiently burned and the technology will continue to progress in the next few years and markets will stabilize. So it helps the environment and also the economy.

Commissioner Fambro moved to accept the Sustainability Plan FY 15 Goals and Metrics Annual Report as presented. Commissioner Chávez seconded the motion and it passed by unanimous (8) roll call vote with Los Alamos County, Pojoaque Pueblo, City of Santa Fe, Santa Fe County, San

Ildefonso Pueblo, Taos County, Town of Taos and Tesuque Pueblo voting in favor and none against.

M. CLOSED SESSION

Chair Barrone asked to amend the agenda to go into closed session.

Commissioner Chávez moved to amend the agenda to go into executive session. Councilor Sheehey seconded the motion and it passed by unanimous (8) roll call vote with Los Alamos County, Pojoaque Pueblo, City of Santa Fe, Santa Fe County, San Ildefonso Pueblo, Taos County, Town of Taos and Tesuque Pueblo voting in favor and none against.

At 11:17, the Board went into executive session.

At 11:57, the Board ended the executive session.

Commissioner Fambro moved to come out of executive session and return to open session. Commissioner Chávez seconded the motion and it passed by unanimous voice vote.

Mr. Dwyer said that during the executive session, no actions were taken and it was a waiver of the attorney-client privilege and proposed to allow the attorney to proceed with a special use permit.

Commissioner Chávez moved to authorize the attorney to work for a solution for a special use permit. Councilor Bushee seconded the motion and it passed by majority (7-1) roll call vote with Los Alamos County, Pojoaque Pueblo, City of Santa Fe, Santa Fe County, San Ildefonso Pueblo, Taos County, and Town of Taos voting in favor and Tesuque Pueblo voting against.

DISCUSSION ITEMS:

I. Financial Report November for 2015

J. Finance Subcommittee Report

K. Tribal Subcommittee Report

L. Executive Report and Comments from the Executive Director

1. **Executive Report for December 2015**

2. **Performance Measures for November 2015**
3. **Ridership Report for November 2015**

Because of the weather conditions, these discussion items were not discussed.

MATTERS FROM THE BOARD

Councilor Bushee moved to authorize the Chair to attend the APTA Legislative Conference in Washington, DC, on March 13-15, 2016. Commissioner Chávez seconded the motion and it passed by unanimous (7) roll call vote with Los Alamos County, Pojoaque Pueblo, City of Santa Fe, Santa Fe County, San Ildefonso Pueblo, Taos County, and Tesuque Pueblo voting in favor, Town of Taos abstaining, and none voting against.

MISCELLANEOUS

There were no miscellaneous matters.

ADJOURN

Commissioner Chávez moved to adjourn the meeting. Councilor Bushee seconded the motion and it passed by unanimous voice vote.

The meeting was adjourned at 12:01 p.m.

Approved by:

Daniel R. Barrone, Chair

Attest:

Dennis Tim Salazar, Secretary

Submitted by:

Carl Boaz for Carl G. Boaz, Inc.

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